

**DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES
JOB OPPORTUNITY**

SPECIAL INVESTIGATOR (2 POSITIONS)

These positions will end on July 5, 2017

Office of the Commissioner – Statewide Services

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Candidates on the current exam list for Special Investigator
Location: 410 Capitol Avenue, Hartford, CT 06106
Job Posting No: OC110022 and OC110024
Schedule: Monday - Friday, 8:00 a.m. – 4:30 p.m., Full time, 40 hours per week. Late evenings required once per week and Saturdays required once per month.
Salary Range: \$59,737.00- \$75,440.00
Posting Date: October 15, 2014 **Closing Date:** October 21, 2014

Eligibility Requirement:

Candidates must have applied for and passed the Special Investigator exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

Duties include: Incumbent will conduct investigations related to assigned tobacco retail inspections under the Food & Drug Administration (FDA) State Tobacco Compliance Check Inspection Program (STCCIP) contract; conducts advertisement and label inspections at retail tobacco outlets under the FDA STCCIP; writes reports, allege violation of federal laws and regulations; obtain license and ownership information; secure FDA evidence in form of statements, documents, records and exhibits which may be used in federal administrative hearings and/or court proceedings; keep a daily inspection log; and, testify at federal hearings and in court. Incumbent will train and work with youth age 16 to 17 and chaperones age 18; and will perform related duties as required.

Special Requirements: Incumbent in this class is required to travel and must have a valid driver's license. Incumbent must be able to pass a federal Level 5 minimum background investigation (MBI).

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).

PLEASE SEND APPLICATIONS TO:

DMHAS/Office of the Commissioner
Human Resources 4th Floor
410 Capitol Avenue,
Hartford, CT 06106
Fax: (860) 418-6697
Maria.D.DeJesus@ct.gov

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities. **(P-5)**